



## **Required Qualifications**

- Applicants must have a Bachelor's degree in Computer Science, Information Systems, or in a field related to Telecommunications.
- A minimum of five years of specialized experience that has provided thorough knowledge of theories, principles, practices, and techniques of networking and telecommunications, including the latest developments in systems hardware and software for voice, long distance, cellular, facsimile, data systems, protocol and frame relay switches, and VoIP, including at least one year equivalent to work at the CL-28.
- Candidate must have demonstrated VoIP technology experience in areas such as IP PBX, IP telephony, handset, call control, and voicemail solutions.
- Broad knowledge of voice communication architecture (reading blueprints), including ISDN trunking and voice telephone switching.
- Excellent analytical, organizational, interpersonal, oral and written communication skills with a priority focus on delivering excellent customer service are essential.

## **Preferred Qualifications**

- An advanced degree with focus on network technology, telecommunications, etc. is highly preferred.
- Cisco CCNA certification or CCNA-Voice certification is highly preferred.
- CCNP or CCVP certification is highly preferred.
- MCSE certification preferred.

## **Employee Benefits**

Employees of the U.S. Courts are not classified under civil service; however, they are entitled to the same benefits as other Federal employees such as paid vacation and holidays, medical, dental, life, vision, long term care insurance, retirement, and Thrift Savings Plan.

## **Application Procedure**

To apply, email a cover letter (including position title and announcement #) outlining your qualifications and relating your experience, skills, and achievements as they relate to the duties and qualifications of the position; a resume; three professional references; and a completed federal application form AO78, which can be downloaded from the Judiciary's website at <http://www.uscourts.gov/uscourts/FormsAndFees/Forms/AO078.pdf>, to the Human Resources Administrator at [ce04\\_vacancy@ca4.uscourts.gov](mailto:ce04_vacancy@ca4.uscourts.gov). Incomplete submissions will not be considered. Only those individuals selected for an interview will be contacted.

## **Conditions of Employment**

Applicants must be U.S. citizens or lawful permanent residents seeking citizenship. Appointment to position is provisional pending suitability determination by the court based on the results of an extensive 10-year background investigation, which is repeated every five years. Employees of the United States Court of Appeals are "Excepted Appointments" and considered "At-Will," and therefore serve at the pleasure of the court. A six-month probationary period will be required. Employees are required to use Electronic Funds Transfer (EFT) for payroll deposits. Reimbursement for interview-related travel expenses and relocation is not provided.

The Court reserves the right to modify the conditions of this job announcement, to withdraw the job announcement, or to fill the position sooner than the closing date, if a closing date is shown; any of these actions may occur without any prior written or other type of notice.

**The U.S. Court of Appeals for the Fourth Circuit is an Equal Opportunity Employer.**